

## WORKING WITH CHILDREN POLICY

The Child Protection (Working With Children) Act 2012 aims to reduce the risk of abuse to children by preventing certain persons to engage in child-related work and to require persons engaged in child-related work to possess Working with Children Check clearances.

The Act states that an employer must not commence employing, or continue to employ, a worker in child-related work if the employer knows or has reasonable cause to believe that the worker is not the holder of a Working with Children Check clearance.

As a result, it is mandatory for all prospective CCGT internal staff to undertake a Working with Children Check and obtain clearance prior to an offer of employment being finalised.

Prospective Internal Staff are responsible for obtaining their own Working with Children Check clearance and are required to provide evidence to Central Coast Group Training prior to an offer of employment being made.

If Field Officers feel a Working with Children Check is necessary for Apprentices or Trainees who are working in a position primarily with children, a risk assessment is to be performed and the results to be discussed with Senior Management.

Please be assured it is not our intention to discourage people who are capable of making a worthwhile contribution, but rather to provide information and understanding to prospective applicants who may perceive the checking process as intrusive or intimidating.

There are strict provisions to protect the privacy of people being checked.

It is an offence for any person to inappropriately obtain or tell another person about the information gathered during the checking process.

Endorsed by the Board of Directors on ..... *26/5/24* .....

*[Signature]*  
.....

CCGT Chairman

*[Signature]*  
.....

CCGT Senior Manager